

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Behavioral Health	(2) MEETING DATE 12/18/2012	(3) CONTACT/PHONE Michael Stevens, Health Agency Deputy Director, 781-4303 Amy Olson, ASO II, 781-4729	
(4) SUBJECT Request to approve a modification to a Board Order with the purpose to increase the delegation of authority to the Health Agency Director or Designee to sign agreements for services provided by the Health Agency that will generate \$25,000 or less (currently \$5,000 or less) in annual revenue for the County.			
(5) RECOMMENDED ACTION Request to approve a modification to a Board Order with the purpose to increase the delegation of authority to the Health Agency Director or Designee to sign agreements for services provided by the Health Agency that will generate \$25,000 or less (currently \$5,000 or less) in annual revenue for the County.			
(6) FUNDING SOURCE(S) N/A	(7) CURRENT YEAR FINANCIAL IMPACT \$0.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? N/A
(10) AGENDA PLACEMENT { X } Consent { } Presentation { } Hearing (Time Est. _____) { } Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS { } Resolutions { } Contracts { } Ordinances { X } N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A { } 4/5th's Vote Required { X } N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY { } N/A Date <u>July 12, 2011</u>	
(17) ADMINISTRATIVE OFFICE REVIEW			
(18) SUPERVISOR DISTRICT(S) All Districts -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Jeff Hamm, Health Agency Director
Mike Stevens, Health Agency Deputy Director

DATE: 12/18/2012

SUBJECT: Request to approve a modification to a Board Order with the purpose to increase the delegation of authority to the Health Agency Director or Designee to sign agreements for services provided by the Health Agency that will generate \$25,000 or less (currently \$5,000 or less) in annual revenue for the County.

RECOMMENDATION

Request to approve a modification to a Board Order with the purpose to increase the delegation of authority to the Health Agency Director or Designee to sign agreements for services provided by the Health Agency that will generate \$25,000 or less (currently \$5,000 or less) in annual revenue for the County.

DISCUSSION

The Health Agency, over the course of a fiscal year, enters into small dollar agreements with various agencies or entities to provide health or animal related services. In the majority of these cases, the contracting party usually requires the County enter into a signed agreement between the parties. These agreements tend to be for small dollar amounts, \$25,000 dollars or under in value, and may or may not be one-time or annual requests for services. Until July of 2012 the Health Agency has requested Board approval on all such agreements, exclusive of the dollar amount of the agreements.

On July 12, 2011, the Board delegated to the Health Agency Director or Designee the authority to sign on behalf of the County in instances where the County provides services and the services generate \$5,000 or less in revenue to the County each year. In an effort to continue to provide even more types of these services, yet reduce the time and effort that is involved in the agenda item preparation process, we are requesting that the delegation of authority for the Health Agency Director or Designee be increased to allow signing of agreements of \$25,000 or less for revenue generating service agreements. Many revenue agreements now exceed the \$5,000 limit but are \$25,000 or less. In some cases, the agreements are mini-grants whereupon timely return of the signed agreement is critical in securing the grant funds. In addition, the Agency will still request that County Counsel approve all agreements as to form and legal effect, regardless of the dollar amount of the agreement.

Two examples of recent agreements that fall into the \$25,000 or less dollar amount category include: 1) contracting with the Department of State Hospitals-Atascadero to provide communicable health testing performed by the Public Health Laboratory, and 2) contracting with the California Highway Patrol Division of the Office of Traffic and Safety for mini-grants to provide the Every 15 Minutes safe driving programs in certain high schools.

OTHER AGENCY INVOLVEMENT/IMPACT

The County Counsel Office acknowledges and accepts that they will continue to approve these agreements as to form and legal effect.

FINANCIAL CONSIDERATIONS

The recommended action yields no financial impact on the Health Agency.

RESULTS

Approval of the request to have the Health Agency Director or Designee sign on behalf of the County for agreements to provide Health Agency related services that are \$25,000 or under will lessen administrative impact on the Health Agency and reduce the amount of agenda preparation time for all parties involved, contributing to the County's vision of being a Well Governed Community.

ATTACHMENTS

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